FINANCE SECRETARIAT

Supply of Revised Pay Bill Forms to Indenting Officers on indent

OFFICIAL MEMORANDUM

No. FD 146 RFC 61, DATED BANGALORE, THE 11TH DECEMBER 1962
(MARGASIRA 20, SAKA ERA 1884)

In Government Notification No. FD 146 RFC 61, dated the 7th June 1962, the form of Pay Bill of establishment has been revised Similarly, many other forms like the Acquittance Rolls, etc , have been revised. The Press has already taken steps to print these forms and supply them to the indenting officers. It is, however, reported by the Director of Printing and Stationery, Bangalore, that large quantities of old forms have already been supplied to several officers As revision of forms should not lead to wastage, the old forms in stock can and should be used after necessary correction/modification so as to conform to the requirements of revised forms

2. Heads of Departments are requested to see that the above instruction is complied with strictly in all offices under their control without wasting the old forms New forms may be brought to use after stock of old forms is exhausted.

N S BHARATH,
Deputy Secretary to Government,
Finance Department.

Discount allowed by the Electricity Board for prompt settlement of claims— availing of by Government Departments.

OFFICIAL MEMORANDUM

No. FD 54 RCE 62, DATED BANGALORE, THE 17TH DECEMBER 1962
(MARGASIRA 26, SAKA ERA 1884).

The Accountant General has brought to the notice of Government that certain Heads of Offices do not avail of the discount allowed by the Electricity Board for payment of their bills within the due dates, resulting in avoidable loss to Government. This amounts to a violation of one of the canons of financial propriety which requires every Government Officer to exercise the same vigilance in respect of expenditure from Government revenues as a person of ordinary prudence would do in respect of the expenditure of his own money If only timely action is taken in such cases to draw funds and make the payments, there will be no need whatever to incur such losses.

2. As Government cannot bear losses resulting from the negligence of individuals, it is hereby directed that in all cases where discounts are foregone due to delay in payment of Electricity Board Bills, the loss caused be recovered from the Officers/Officials responsible for the delay. This applies equally to losses already incurred in this behalf

3. Any waiver of recovery of such losses if due to circumstances beyond control, requires the sanction of Government in the Finance Department.

N. S. BHARATH,
Deputy Secretary to Government,
Finance Department.